



**National Archives and Records Administration (NARA)
Freedom of Information Act (FOIA) Advisory Committee**



Meeting Minutes – November 29, 2018

The FOIA Advisory Committee convened at 10 a.m. on November 29, 2018, in the William G. McGowan Theater of the National Archives Building at 700 Pennsylvania Avenue, N.W. Washington, DC 20408-0001.

In accordance with the provisions of the Federal Advisory Committee Act, Public Law 92-463, 5 U.S.C. App. §§ 1-16, the meeting was open to the public from 10 a.m. to 1 p.m.

Meeting materials are available on the [Committee's website](https://www.archives.gov/ogis/foia-advisory-committee/2018-2020-term/meetings) at <https://www.archives.gov/ogis/foia-advisory-committee/2018-2020-term/meetings>.

Committee members present in the McGowan Theater:

- Alina M. Semo, Office of Government Information Services (OGIS), National Archives and Records Administration (NARA) (Committee Chairperson)
- Emily Creighton, American Immigration Council (Co-Chairperson of the Time/Volume Subcommittee)
- Kevin Goldberg, American Society of News Editors
- James R. Jacobs, Stanford University Libraries
- Andrew Johns, Brigham Young University
- Joan Kaminer, Environmental Protection Agency (Co-Chairperson of the Vision Subcommittee)
- Ryan Law, Department of the Treasury (Co-Chairperson of the Records Management Subcommittee)
- Suzanne J. Piotrowski, Rutgers University
- Melanie Ann Pustay, Department of Justice
- Lee Steven, Cause of Action Institute
- Thomas Susman, American Bar Association
- Bradley White, Department of Homeland Security Office for Civil Rights and Civil Liberties (Co-Chairperson of the Time/Volume Subcommittee)

Committee members on the phone:

- Lizzette Katilius, Securities and Exchange Commission
- Chris Knox, Deloitte (Co-Chairperson of the Vision Subcommittee)
- Sarah Kotler, Food and Drug Administration
- Ginger McCall, State of Oregon
- Michael Morisy, MuckRock

- Abioye “Abi” Mosheim, Consumer Product Safety Commission
- Patricia Weth, National Labor Relations Board

Committee members absent from the meeting:

- Jason R. Baron, Drinker, Biddle & Reath (Co-Chairperson of the Records Management Subcommittee)

Others present at or participating in the meeting:

- David S. Ferriero, Archivist of the United States, NARA
- Laurence Brewer, Chief Records Officer for the U.S. Government
- Ken Chason, National Science Foundation Office of Inspector General
- Marta Erceg, National Credit Union Administration Office of Inspector General
- Jeffrey McDermott, State Department Office of Inspector General
- Janet O’Connell, Office of the Inspector General of the Intelligence Community Kirsten B. Mitchell, Designated Federal Officer, NARA
- Martha W. Murphy, OGIS, NARA

Introductions and Announcements

Archivist of the United States David S. Ferriero welcomed attendees to the Committee’s second meeting of 2018-2020 term, noting that Committee members were sitting in the theater for the first part of the meeting to accommodate the onstage panel of speakers from the inspectors general community.

He noted that records management is vital both to the National Archives’ mission to provide public access to its holdings and to the Freedom of Information Act (FOIA). Mr. Ferriero noted that the meeting would focus on FOIA and records management through the lens of four members from the inspectors general community and Laurence Brewer, Chief Records Officer (CRO) for the US Government. Mr. Ferriero concluded by thanking the Committee members.

Committee Chairperson Alina M. Semo welcomed those participating in the meeting and reviewed some housekeeping items, including how the public can provide comments and feedback to the Committee. She also reminded the audience that updates and information on the Committee are posted on the OGIS website.

Due to space restraints, the Committee members sat in the first row of the auditorium for this portion of the meeting. Ms. Semo noted that Committee member Jason R. Baron was not present and that the following members were present via telephone: Chris Knox, Lizzette Katilius, Sarah Kotler, Ginger McCall, Michael Morisy, Abi Mosheim and Patricia Weth.

Ms. Semo provided a brief overview of the meeting’s agenda and reiterated that the meeting would focus on records management themes. She specified that later meetings would focus on the work of the Time/Volume and Vision subcommittees. She then reviewed some technical

guidance issued by the A/V support staff to address technical issues that arose at the previous meeting.

Ms. Semo introduced the panel of four representatives from the Inspector General (IG) offices: Ken Chason, Counsel to the IG, National Science Foundation; Marta Erceg, Counsel to the IG, National Credit Union Administration, and Assistant IG for Investigations; Jeffrey McDermott, Assistant IG for Evaluations and Special Projects, Office of the IG, Department of State; and Janet O'Connell, Inspector with the Intelligence Community IG.

Inspectors General Panel Presentation

Mr. Chason described two records management-related audits conducted by the National Science Foundation (NSF) Office of the Inspector General (OIG) since 2017. The first audit examined the controls the NSF has over Electronic Records Management. The second audit explored records management challenges arising from the agency moving into a new building. He also noted that in 2015, an audit was completed in response to a congressional request to determine the extent non-career officials had been involved in the FOIA process. NSF OIG found that non-career officials were not involved in the FOIA process at the agency.

The audit of NSF's control over Electronic Records Management was based on the Federal Records Act and NARA Bulletins and Directives relating to Electronic Records Management. The audit focused on email, texts, social media, electronic Federal records created on personal accounts, and smart phone apps that encrypt or delete records. The audits found that, in general, NSF was doing well with managing its electronic records. NSF had implemented the Capstone approach to email, though not all required senior officials' emails were captured in the foundation's Capstone policy in accordance with the Capstone General Records Schedule. Text messages and social media needed policy and process improvements to ensure records were captured. The agency agreed with both findings and has implemented solutions to address these gaps in records management.

NSF OIG examined training on electronic records created on personal accounts. The OIG recommended that NSF incorporate into its records management training information on how to manage Federal records created on personal accounts. NSF complied and requires records management training annually.

The OIG found that NSF needed to implement policies and procedures to address smartphone applications that can automatically delete or encrypt records. The agency complied and also implemented a software monitoring system that prevents certain smartphone features from being downloaded.

Lastly, Mr. Chason described an audit conducted in response to the office move. Due to space restraints, the agency began reducing its paper footprint by digitizing its records. The OIG recommendations included a need for inventory improvement, updates to the retention schedules, and a greater understanding of what constitutes a Federal record. Improvements were made to training and exit procedures for departing employees.

Ms. Semo said questions would be held until the end of all four presentations.

Ms. Erceg addressed a question that Mr. Baron had raised in advance of the meeting: how can Council of Counsels to the Inspectors General (CCIG) work with general counsels' offices to improve compliance with records laws? A former chairperson of CCIG, she defined the CCIG as an informal group comprised of attorneys from across the OIG community that provide legal opinions to inspectors general. She differentiated CCIG from Council of Inspectors General for Integrity and Efficiency (CIGIE), a group of all IGs not limited to attorneys and which has audit and investigation committees. She suggested the panel members could discuss the issues of records management and FOIA with their IGs as a potential area for CIGIE to convene a group to do a cross-cutting project or compile FOIA and records management audits reports.

Ms. Erceg discussed her previous job at the Department of Education's OIG, which also received the congressional request referenced by Mr. Chason. Education's OIG found that political appointees at the department had not had a hand in influencing FOIA decisions at that agency.

In her current position at the National Credit Union Administration (NCUA), her office issued an audit in March 2018 on records management in response to the requirements on Electronic Records Management. The audit found there was no policy on electronic records management nor was there any staff training at the NCUA. Records retention schedules were not updated, they did not dispose of records under the existing schedules, and they did not have an electronic records management system. In response to these findings, the OIG made several recommendations to which the agency responded by acquiring an electronic records management system, hiring more staff, making the Office of General Counsel responsible for records management, providing records management training, and creating a records management policy.

Ms. Semo asked how records were managed prior to the audit. Ms. Erceg replied that the NCUA had records schedules but were not following them nor were they keeping records secure. NARA reviewed their records management program in 2016 and NARA made a number of recommendations in response.

Mr. McDermott described a 2015 OIG investigation opened in response to information regarding then-Secretary of State Hillary Clinton's use of a private email server. The investigation looked at the five most recent Secretaries of State and resulted in two large reports. In May 2016, the Department of State (State) OIG released a report on records management and cybersecurity requirements. In January 2016, the OIG's office released a report relating to FOIA in the Office of the Secretary of State. The FOIA report identified several causes of the Office of the Secretary of State's failure to respond to FOIA requests: the office (1) did not search email for all FOIA requests, (2) did not have policies and procedures for conducting a FOIA search, (3) lacked senior management involvement in the FOIA process, and (4) the officials within the Office of the Secretary had not taken FOIA training. The records management report identified several procedural failings across multiple administrations, specifically insufficient oversight and implementation of the records management process.

The State's OIG made 12 recommendations as a result of the two reports, most of which addressed the procedural failings, lack of policies and procedures, and lack of oversight. State agreed to all 12 recommendations and is making progress implementing the recommendations.

Mr. McDermott stated that State has implemented Capstone for email, and it has moved to maintaining electronic records electronically instead of a print-to-file system. State has also adopted policies and procedures relating to training staff on the requirements of FOIA and records management. Lastly, there has been more top-level communication regarding the records management requirements and the exit procedures for departing employees.

Ms. O'Connell discussed her office's recent assessment of FOIA at six Intelligence Community (IC) Elements: Central Intelligence Agency (CIA), Defense Intelligence Agency (DIA), National Geospatial-Intelligence Agency (NGA), National Reconnaissance Office (NRO), National Security Agency (NSA), and the Office of the Director of National Intelligence (ODNI). The report, issued in September 2018, examined the effectiveness of FOIA response at these agencies; how they prioritize, coordinate, and process these requests to meet deadlines; how they communicate with requesters; and the consistency of their responses.

The Intelligence Community (IC) OIG made 10 recommendations based on four high-level findings. First, Ms. O'Connell's office found that ODNI had not implemented its integration rule across the IC, leaving the individual agencies to manage their own FOIA programs. In response, the OIG recommended that ODNI implement a pre-existing FOIA improvement plan developed by ODNI; that ODNI implement an enterprise-wide system to coordinate between agencies; that it establishes a multi-agency forum to address issues the agencies have in common; and that it works more closely with OGIS and the Office of Information Policy at the Department of Justice.

The second finding related to processing and efficiency to meet FOIA deadlines. The report identified several obstacles to meeting deadlines, detailed several best practices, and recommended the Chief FOIA Officers develop a better feedback mechanism to implement improvements raised in Annual FOIA Reports.

The third finding was that FOIA programs could do more to communicate with requesters by posting more online, have more engagement with researchers, and implement a "release to one, release to all" policy. The final finding relates to implementing consistent FOIA release determinations. The OIG found that this was not a consistent problem in the IC elements.

All IC elements concurred with the 10 recommendations made by Ms. O'Connell's office. Ms. Semo then asked if her office had identified issues relating to culture within the IC elements that inhibited sharing information across agencies. Ms. O'Connell said that culture was not a significant finding of their report, and that IC attitudes toward transparency has been improving.

Questions

In response to questions, Ms. O’Connell explained that IC transparency officers work with the public to identify the topics of greatest interest to the public and proactively release the relevant documents.

Ms. Creighton asked what had triggered the decision to conduct records management and FOIA compliance investigations, and if there are any follow-up measures taken once the reports are issued to ensure agency compliance. Ms. Erceg said that NCUA’s OGC requested the audit, and that all IG offices have measures in place to ensure the agencies are taking corrective action. Mr. Chason said that a government-wide circular that stipulates an audit resolution process for all formal audits, including a timeframe for completion. Investigations are not subject to the same processes, but may be governed by individual agency processes. Ms. Erceg noted that the Inspector General Act requires two annual reports to Congress on any open recommendations.

Mr. Chason stated that his office’s records management report was triggered by a congressional request, but that its report relating to the NSF building move was identified by the OIG in an annual oversight plan. Mr. McDermott stated that the NSF report was prompted by congressional requests and by then-Secretary of State John Kerry. He also affirmed that there is an institutionalized process to track recommendation implementation. Ms. O’Connell stated that her OIG identified the FOIA process as an area that needed study. She also said they have policies in place to ensure recommendations are implemented.

Thomas Susman affirmed the relevance of these reports to the Committee’s work and asked Ms. Erceg to further elaborate on her suggestion that the IGs compile reports and recommendation relating to FOIA and Records Management issued by agencies’ IGs. Ms. Erceg said she would share the suggestion with her Inspector General, who, along with Ken Chason, serves on the CIGIE Audit Committee. She said that CIGIE undertakes “cross-cutting projects” to collaborate and address multi-agency problems. Mr. McDermott elaborated that CIGIE oversees the www.oversight.gov [website](#), which compiles all IG reports across the Federal government. Ms. Semo clarified that CIGIE stands for Council of the Inspectors General for Integrity and Efficiency. OGIS recently presented at a CIGIE meeting and is happy to liaise between the two groups.

Joan Kaminer asked for more information on the processes in place to ensure records created by employees who then leave Federal service are captured. Mr. Chason said that he was unaware of any backup to ensure the records are captured because NSF has been responsive to ensuring departing employees meet with someone on the records management staff. Mr. McDermott stated that the State has procedures that ensure the departing employee meets with their respective records officer. Ms. Semo asked if Ms. O’Connell looked at this issue within the IC and she said they had not.

James R. Jacobs asked if “release to one, release to all” is a general policy across all executive agencies. Ms. O’Connell deferred to the Office of Information Policy (OIP). OIP Director Melanie Ann Pustay stated that the 2016 FOIA Improvement Act requires documents to be posted online after they have been requested three or more times, and an easy way to ensure compliance with this policy is to post documents after the first request. She also suggested that because taxpayer dollars fund processing FOIA requests, it makes sense to release them to

everyone and not just the individual requester. She then acknowledged some of the challenges agencies face in implementing this practice. Ms. Erceg and Ms. Pustay briefly discussed the number of agencies currently practicing this policy.

Ms. Creighton asked if any of the OIGs represented have looked at the requirement to post after three requests and if their agencies are actively complying with the law. Ms. Erceg stated that neither the NCUA nor the Department of Education had looked at this requirement but she has been assured by their FOIA offices that the offices are complying. Ms. Pustay followed up by stating that the 2019 Chief FOIA Officer reports will include information on the “Rule of Three.”

Ryan Law affirmed the value of the [www.oversight.gov website](http://www.oversight.gov) and asked the panel to elaborate on it. Mr. McDermott stated that CIGIE established www.oversite.gov which was built by the Postal Service IG. Each IG’s office uploads its reports to the site.

Mr. Law read Jason R. Baron’s question asking if a designated official within the IG’s office regularly tracks reports and recommendations coming from OGIS, OIP, and the Advisory Committee to ensure implementation. Mr. Chason said that NSF does not have a person in place to do that, but they do keep up with the changes to the FOIA and records management community. Mr. McDermott stated that the FOIA program at State makes sure its processes are up to date.

Mr. Law asked if the speakers could forecast future activities in records management and FOIA in light of the 2019 and 2022 Electronic Records Management requirements. All four speakers stated that their offices create audit plans annually and that at this time, the Electronic Records Management requirements are not in their schedule for fiscal year 2019.

Mr. Ferriero thanked the representatives from the Inspectors General community for speaking and affirmed the importance of their involvement in records management and FOIA issues. He also stated that for several years, NARA’s Inspector General has proposed that CIGIE take up records management as a cross-cutting project. Mr. Ferriero then asked if the speakers are aware that every agency conducts an annual Records Management Self-Assessment and whether their offices monitor the self-assessment. Ms. O’Connell said her office does not monitor it but she is aware of them and has used them in past audits. Mr. McDermott stated they examined State’s reports and found inaccuracies in the self-reporting. Ms. Erceg looked at the reports as a part of their records management audit but does not look at them regularly. Mr. Chason stated NSF’s OIG is aware of the reports but does not regularly review them.

The Committee took a 20-minute break.

Administrative

The Committee voted to approve the September 6, 2018, Committee meeting minutes.

Records Management Presentation

Laurence Brewer, Chief Records Officer (CRO) of the United States, updated the Committee on records management issues and affirmed the importance of the IG involvement in records management matters.

He outlined four trending topics in records management. The first topic, regulations and standards for digitization of hard copy records, is the result of Managing Government Records Directive and NARA's 2018-2022 Strategic Plan for moving the government to fully create and maintain records digitally. In compliance with the 2014 amendments to the Federal Records Act, NARA is creating guidance and standards for agencies to digitize their paper records. In September 2018, NARA posted a regulation for digitizing temporary records and is reviewing comments and drafting a rule for digitizing permanent records expected to come out early next year.

With regard to the second records management topic, the status of high-profile draft records schedules that receive a lot of public interest, Mr. Brewer's office is working on improving transparency and education for the process of approving records schedules. His office is also working to streamline and improve the process of creating and approving records retention schedules. He explained big-bucket schedules and, specifically, a recent Department of the Interior (DOI) schedule that has received a lot of public interest.

The third topic, proactive posting of draft records schedules, specifically relates to how comments on draft schedules are handled. Mr. Brewer's office plans to proactively post all draft records schedules on a new website that will allow for comments via that site rather than via email after publication in the Federal Register. He expects the new website will better enable the public to comment on new schedules, although he did not have a date when the website would become available.

The fourth topic, creating adequate, proper documentation, relates to claims that agencies are not creating accurate documentation of policies and decisions within their agencies. NARA is aware of the issue and is monitoring it, and intends to use its oversight function to look at policies and directives created at agencies and to identify methods agencies are using to reinforce these policies and directives (*e.g.*, training).

In response to a question from Ms. Pustay on the importance of records destruction, Mr. Brewer said that retaining the staggering volumes of records produced by the Federal government would negatively impact the access community by making it more difficult to find relevant information. He described the process for determining the disposition of temporary records by business need, statutory need, and archival value. Properly disposing of temporary records allows the National Archives to focus on permanently valuable records with the goal of promoting efficiency and effectiveness in government and for public access.

Mr. Law asked if consolidating schedules, as exemplified by the DOI schedule, is the future for records schedules and how consolidation affects the FOIA process. Mr. Brewer stated that flexible schedules and big bucket schedule categories have existed since the late 1990s to promote consistent schedule implementation and accommodate electronic record keeping. He

emphasized that big bucket schedules require a detailed cross-walk that identifies previously approved authorities to the new buckets.

Lee Steven asked how NARA exercises its oversight authority when agencies are not compliant with records management directives. Mr. Brewer said NARA has oversight authority, not enforcement authority. Its oversight activities begin with data collection from the Records Management Self-Assessment and agency reporting which is used to place agencies in risk categories. NARA can then conduct formal agency inspections or conduct topic-based assessments. NARA reports noncompliance to Office of Management and Budget (OMB) and Congress to get their assistance in achieving compliance. While there is no formal recourse to enforcing compliance, they have relied on IGs in the past and find IGs are effective in implementing change.

Abi Mosheim asked if agencies should wait for a formal rule for digitizing permanent records before they begin any scanning projects. Mr. Brewer recommended she review the previously published guidance available on his office's website, and that once they have proposed a formal rule, agencies are permitted to digitize against it instead of waiting for it to be published.

Bradley White asked that if 4,000 comments on a draft records schedule (DOI) is high, what is a more normal number and what kinds of comments are people making? Mr. Brewer answered that in the past, his office may have received as many as five comments on a schedule, but some recent schedules, like DOI's and Immigration and Customs Enforcement's (ICE), have received much more attention. Mr. Brewer suggested that this may change with the new website and greater public attention to the government's actions. Joan Kaminer asked if the controversial ICE schedule was also big bucket. Mr. Brewer said it was not and briefly elaborated on the differences.

Subcommittee Reports

The Committee heard status reports from the Records Management, Time/Volume, and Vision subcommittees.

Records Management Subcommittee

Records Management Subcommittee Co-Chairperson Ryan Law presented a status update on the Subcommittee's activities as co-Chairperson Jason R. Baron was not present at the meeting. Mr. Law reported that during the subcommittee's inaugural meeting, members developed a list of questions to consider before their second meeting. They plan to meet again on December 10th and will have meetings either biweekly or every three weeks.

Ms. Semo encouraged Committee members to join the Records Management Subcommittee as it has the fewest number of members.

Time/Volume Subcommittee

The Time/Volume Subcommittee Co-Chairpersons Emily Creighton and Bradley White presented a status update on the subcommittee's activities.

She stated the subcommittee has had several substantive calls in which the members voiced concerns relating to Time/Volume issues from both the government and requester perspectives. From these conversations, the subcommittee developed seven action items that they have used to form into smaller subcommittees of two to three people. These smaller subcommittees are:

1. Tracking progress on past recommendations. This smaller committee will look at relevant recommendations from previous Advisory Committees and identify areas that require follow up. It will also establish a position on recommendations for increased resources.
2. Looking at complex requests starting with annual FOIA reports and developing ways to further study this issue.
3. Looking at international models to find guidance for dealing with time/volume pressures.
4. Developing a survey for agencies to survey, particularly those that have had large reductions in their FOIA backlogs.
5. Developing a survey for requesters frequently submitting complex FOIA requests, those who frequently prevail in litigation, and those who request large amounts of data.
6. Developing a survey for requesters on a variety of topics designed to assess understanding of the FOIA process.
7. Developing a survey for agency representatives to assess root issues of the time/volume challenge, how complex requests are addressed, costs associated with complex requests, how agencies interpret regulations to streamline responses, where requester education is needed, and technology concerns.

Mr. Jacobs asked if the surveys could be expanded to include topics covered by other subcommittees. Ms. Creighton agreed to open the surveys to other subcommittees before dissemination. Mr. Law suggested that before surveying the public, the subcommittee should be sure it is in compliance with the Paperwork Reduction Act (PRA). The Time/Volume Subcommittee agreed to research the requirements of the PRA in relation to the proposed survey of the requester community.

Vision Subcommittee

The Vision Subcommittee Co-Chairpersons Joan Kaminer and Chris Knox presented a status update on the Vision Subcommittee's activities.

Ms. Kaminer stated that the Subcommittee has met twice and has defined a mission statement, which she shared with the Committee. They intend to focus data collection on five subparts of the mission statement: (1) raising the priority of FOIA within the Executive branch, (2) reconsidering the model of OGIS within the FOIA community, (3) increasing accountability for FOIA and transparency, (4) managing expectations between agencies and the requester community, and (5) stressing the need for increased and continued financial support for agency FOIA programs.

Ms. Kaminer highlighted the 10-year timeframe the Vision Subcommittee set out in the mission statement and asked the Committee to comment on that timeframe. Ms. Weth advocated for either no timeframe or limiting the timeframe to the Committee's two-year term. Mr. Law commented that agencies develop their strategic plans in five-year increments and that may be an appropriate standard. Mr. Steven suggested that five years is more workable but pointed out that

the FOIA has been amended every 10 years. Joan Kaminer announced that the subcommittee will finalize the timeframe at its next meeting.

Mr. Steven asked the subcommittee to elaborate on its intent to examine the OGIS model. Joan Kaminer replied that the Subcommittee had asked to receive a presentation on OGIS and believes it could make recommendations to strengthen OGIS's role. She also stated that OGIS has agreed to present its workflows and processes at a future Committee meeting.

Ms. Pustay pointed out that there is a symmetry between the five-year strategic plans and the 10-year proposed time frame and advocated for 10 years as an appropriate timeframe. Mr. Goldberg noted that if agencies issue their strategic plans in a staggered fashion, a longer timeframe may be necessary. Ms. Weth stated that she can stand down on the "no time frame" idea and affirmed the value of an OGIS presentation at the next meeting.

OGIS Presentation on Prior Recommendations Progress

Ms. Murphy presented on progress on implementing the recommendations made by previous Committee terms. She discussed ongoing efforts, timeframes for completing the recommendations, and any obstacles OGIS has faced in implementing recommendations tasked to the office.

In response to Ms. Murphy's presentation, Ms. Kaminer, Ms. Semo, and Ms. Pustay briefly discussed if *FOIAonline* is 508 compliant. Ms. Creighton then requested additional information on an industry day Ms. Murphy had referenced when discussing the recommendation to "launch an interagency effort to develop standard requirements for FOIA processing tools, to ensure that both the tools and their outputs are Section 508-compliant." Ms. Murphy defined an industry day as a public event where vendors present their products that meet the requirements stipulated by the government.

Mr. Susman requested a progress report on the recommendation of the first FOIA Advisory Committee, that the Archivist of the United States recommend that the Office of Management and Budget (OMB) update and revise the 1987 FOIA fee guidelines. Ms. Murphy stated that OGIS considers this recommendation complete because the Archivist made the recommendation to OMB, but that OGIS has been working to advance draft updated fee guidelines to present to OMB and that progress is being made in this area. Mr. Susman differentiated between making recommendations and implementing them.

Public Comments

Ms. Semo opened the floor for public comment.

Alex Howard inquired into the status of FOIA.gov and if there has been a change in the public's use of FOIA.gov, or if the impact of its integration has been discussed, and specifically if any agencies have set up APIs [application programming interface] to use it. Ms. Pustay responded by saying progress has been made with API interoperability with the site but nothing has been launched at this time. OMB and DOJ will issue a memo giving deadlines for agencies to establish their API interoperability.

There were no questions or comments directed to the Committee on livestream.

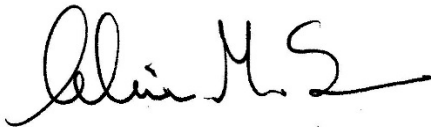
Closing Remarks

Alina M. Semo made closing remarks, announced the next FOIA Advisory Committee meeting will be on March 20, 2019 at 10:00 am EST.

I certify that, to the best of my knowledge, the foregoing minutes are accurate and complete on February 26, 2019.

A handwritten signature in cursive script that reads "Kirsten Mitchell".

Kirsten B. Mitchell
Designated Federal Officer, 2018-2020 Term

A handwritten signature in cursive script that reads "Alina M. Semo".

Alina M. Semo
Chairperson, 2018-2020 Term

The Committee reviewed these minutes by email, and any corrections or notations are incorporated.